



Collider-Accelerator Department Worker Occupational Safety and Health Committee

Date: May 22, 2003

To: WOSH Committee and Guests

From: P. Sparrow, R. Savage

Subject: Minutes of Initial WOSH Committee Meeting

Members: L. Ahrens, M. Bannon, J. Carlson, J. Cupolo, D. Derryberry, F. Dusek, D. Graham, J. Guercio, J. Laster, D. Lazarus, C. Liaw, D. Meany, J. Nicolellis, P. Pape, A. Piper, S. Pontieri, M. Sardzinski, T. Shrey, L. Snyderstrup, P. Sparrow, D. Steski, D. Weiss, R. Zapasek

Guests: E. Lessard, R. Karol

E. Lessard led this first meeting of the Committee as the C-AD OSH Management Team Representative. Through the WOSH Committee, workers are to have the time and resources to participate actively in the processes of organizing, planning and implementing, evaluating and improving the occupational safety and health management system. It was explained that all areas of safety are included, including radiation safety.

1. Appointment of Secretary, Election of Chair

The Committee nominated three members for Chairman. Voting resulted in the election of Paul Sparrow as the WOSH Committee Chair for the first term. E. Lessard noted that Dick Savage volunteered as Secretary. He was absent today so Ray Karol acted as Secretary for this meeting.

2. Discuss/adopt procedures for receiving, documenting and responding appropriately to worker communications related to OSH.

The Committee decided that issues would be brought to their attention verbally through each group's Committee member and to place a Suggestion/Safety Issue Box outside the WOSH Chair's office. The WOSH Chair would communicate these methods to the C-AD staff.

3. Discuss/adopt procedures for ensuring that the concerns, ideas and inputs of workers and their representatives on OSH matters are received, considered and responded to.

An annual review will be performed by the C-AD Quality Group to verify that all concerns brought to the WOSH Committee are addressed and documented.

If a worker is not satisfied with the WOSH Committee response they can always bring their issue through the normal C-AD Management chain up to the C-AD Chair if needed.

There will be an annual OSH Management Review presented to C-AD management. This is the time at which management will address budget requirements for medium and long term safety issues raised by the WOSH Committee or other groups participating in the Management Review.

Open WOSH issues will be tracked on the C-AD ATS. The WOSH Chair will get ATS access to all Committee members.

4. Safety Statistics and Tier 1 Statistics

E. Lessard reviewed the recordable case and first aid data for the last quarter of 2002 and the first quarter of 2003. These were dominated by weather related causes. It is noted that the case rates at C-AD are better or the same as general industry and the DOE complex, however the lost work days for each case is high at BNL compared to elsewhere.

An action item resulted from this discussion. **It is to obtain a clear C-AD policy regarding restricted duty (WOSH-01, Sparrow) and to disseminate this policy to the staff.** It was mentioned by several members that some groups have no jobs that fit the classification of "restricted duty" and therefore injured parties stay at home and incur lost work days.

One purpose to the WOSH Committee is to help sustain safety awareness through out the Department continuously throughout the year. It is expected that this awareness aspect will help reduce and dampen the fluctuations observed in the injury rate curve.

It was pointed out that Tier 1 inspection results tend to turn up the same issues and the number of issues found each quarter is not declining. Members should get this information back to their groups and help implement effective corrective actions. Cleanliness and safety issues should be addressed on a daily basis and staff should not rely on the Tier 1 safety inspections to point out these issues. WOSH Committee members should try to inspire others in their groups to help.

5. Introduction to OSH program documents

E. Lessard reviewed the documentation which is currently being prepared by the ESHQ Division. This will be available to all Committee members and staff on the ESHQ website. Ed will distribute this information to the WOSH Chair for dissemination.

6. Closing Meeting Comments

The Committee is required to meet at least quarterly. Future meetings will be scheduled and run by the Committee Chair.

OSH issues and information will be distributed to the Chair by the ESHQ Division staff between meetings.

The WOSH Chair noted that more frequent meetings will be conducted as the Committee begins its function.

Follow Up to Questions

Copy to:

Hauser, J
Karol, R.
Kirk, T.
Lessard, E.
Lowenstein, D.
McNerney, A.
Passarello, D.
Pile, P
Roser, T
Sandberg, J.
Tuozzolo, J.
WOSH Committee Members

WOSH Committee

May 22, 2003

Electing a Chair

- Dick Savage will act as WOSH Committee Secretary
- Nominations:

Procedure Development

- How does WOSH plan to receive, document and respond appropriately to worker communications related to OSH?

Procedure Development

- How does WOSH Committee ensure that the concerns, ideas and inputs of workers and their representatives on OSH matters are received, considered and responded to?

Reportable Cases

Q1- 2003

- I was walking and when I went to step up on the stoop to open the door and I slipped and fell down on my knee. Building 911, east door, not weather related. **Lost work days = 1**
- I walked out of building 939 heading for 954, slipped and fell. Came down on right hand, right buttock, pain in low back. Weather related slipped on ice and snow. **Lost work days = 51**
- I slipped and fell on ice on north side of Building 922. Fell onto back. Pain in lower back and back of neck, weather related. **Lost work days = 0**

Q4-2002

- Slipped on ice and hit buttock, back of head, weather related. **Lost work days = 3**

First Aid Cases (No Lost Work)

Q1-2003

- I fell on ice, landed on left hip. Broke fall with right hand. Weather related.
- I slipped on the ice in the parking lot, fell on my buttocks, hurt my left forearm and back. Weather related.
- I Stepped on a nail in the block yard, small puncture wound heel of left foot. (RCT)

Q4-2002

- I was leak checking a part and was looking for a plate and I lifted a steel plate up and it pinched middle finger of left hand and 2nd and 4th fingers also pinched slightly. (Vacuum Group)
- Right leg fell through gate at back of truck. (Vacuum Group)
- I was kneeling on cement, leaning over a vacuum tube and my right knee started to hurt last evening. (Water Group)
- I was climbing a ladder and accidentally hit my head on a steel plate. (F&ES Group)

1st Qtr CY2002: 01/01/02 - 03/31/02											
Month	Workhrs	First Aid	TRC	TRCR	LWC	LWCR	LWD	LWDR	Athl/Rec	Open Inv.	Non-Empl
Jan	71,275	3	3	8.36	0	0	0	0	0	0	0
Feb	64,082	4	0	0	0	0	0	0	1	0	0
Mar	75,171	1	1	2.66	1	2.66	169	449.64	3	0	0
Qtr Total	210,528	8	4	3.8	1	0.95	169	160.54	4	0	0

2nd Qtr CY2002: 04/01/02 - 06/30/02											
Month	Workhrs	First Aid	TRC	TRCR	LWC	LWCR	LWD	LWDR	Athl/Rec	Open Inv.	Non-Empl
April	76,150	1	1	2.62	0	0	0	0	0	0	0
May	81,725	2	2	4.89	2	4.89	24	58.73	1	0	0
Jun	65,719	0	1	3.04	1	3.04	8	24.34	0	0	1
Qtr Total	223,594	3	4	3.58	3	2.68	32	28.62	1	0	1

3rd Qtr CY2002: 07/01/02 - 09/30/02											
Month	Workhrs	First Aid	TRC	TRCR	LWC	LWCR	LWD	LWDR	Athl/Rec	Open Inv.	Non-Empl
Jul	68,679	0	0	0	0	0	0	0	0	0	0
Aug	71,545	1	0	2.79	0	0	0	0	0	0	0
Sep	60,232	3	0	9.96	0	0	0	0	0	0	0
Qtr Total	200,456	4	0	3.99	0	0	0	0	0	0	0

4th Qtr CY 2002: 10/01/02 - 12/31/02											
Month	Workhrs	First Aid	TRC	TRCR	LWC	LWCR	LWD	LWDR	Athl/Rec	Open Inv.	Non-Empl
Oct	84,997	0	0	0	0	0	0	0	1	0	0
Nov	73,167	2	0	0	0	0	0	0	0	0	0
Dec	71,484	2	1	2.79	1	2.79	3	8.39	0	0	0
Qtr Total	229,648	4	1	0.87	1	0.87	3	2.61	1	0	0

CY Cum	864,226	19	9	2.08	5	1.16	204	47.21	6	0	1
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TABLE 2, C-A OSHA-TYPE DEFICIENCIES FOUND DURING TIER 1 INSPECTION

OSHA Category	Definition of Category	Number of Deficiencies 1998	Number of Deficiencies 1999	Number of Deficiencies 2000	Number of Deficiencies 2001	Number of Deficiencies 2002
General Safety	Load ratings not posted, broken hardware on doors, windows or machines, exposed building insulation, overdue inspection on cranes, hoists and elevators, lack of toe-boards or improper railings	154	89	170	56	51
Electrical Safety	Inadequate breaker panel labels, exposed conductors, missing grounds, GFCI not used where needed, knockouts missing on breaker boxes and disconnects, blocked breaker boxes or blocked disconnects. Inspection of major electrical systems for overheating	82	60	96	61	78
Housekeeping	Poorly organized areas, excessive fire loading from boxes, plastic and packing materials or storage on top of cabinets	37	22	41	25	25
Chemical Safety	Improper gas-cylinder storage improperly labeled or unlabeled hazardous materials, improper storage of hazardous materials	36	34	71	23	43
Fire Protection / Life Safety	Excessive storage of flammables, missing floor or ceiling tiles, blocked exits, missing or non-functioning exit sign, damaged or broken fire protection / fire detection systems, or overdue extinguisher inspections	73	38	16	20	41
Working Environment	Evidence of smoking or eating in work areas where prohibited, inadequate lighting or ventilation, inadequate aisle-ways, trip hazards in walkways, heat stress, high noise and no posting or ear protection where required	0	0	0	24	66
Radiation Safety	Survey instruments out of calibration, radiation barriers or other controls in poor condition or poorly maintained posting	1	6	12	7	10
Personnel Protection	Broken machine guards, not wearing personal protective equipment when required, for example, lack of safety glasses	31	25	36	10	12
Unsafe Practices	Using broken or damaged tools or ladders, parking in no-parking areas, going the wrong way down one-way streets, not wearing a TLD badge or dosimeter when required, climbing without fall protection, failure to tie down ladders, or using cable tray for climbing	0	1	1	1	0
Outside & Grounds	Overgrown walkways, dilapidated or poorly maintained walkways and improper storage outdoors	4	2	4	6	4
Other	Leaking containers or piping, improper air emissions, unlabeled sinks, unlabeled containers, improperly controlled satellite areas for waste	1	4	2	5	13

Reducing Tier 1 Findings

- Maintain good housekeeping
- Don't walk past a mistake
- Demonstrate the "Courage to Care"
- Inspire others to do the same

OSH Management Program

- The new OSH management system documents are at http://www.rhichome.bnl.gov/AGS/Accel/SND/osh_management_system.htm
- The [Workplace Hazard Assessment and Risk Analysis](#) for accelerators was completed and the last section of that document shows hazard minimization opportunities and illness/injury reduction initiatives. The [OSH Management Plan for Accelerators](#) shows the objectives, targets and responsible persons. The OSH [Training Package for Accelerators](#) will be distributed to accelerator personnel in the next few weeks.
- We plan to complete the documents associated with experiments next. Offices and shops documents will follow.
- These documents will be emailed to you for your comments.

Suggestions

- Review a motivational video at next WOSH meeting
- For your weekly Group meetings, suggest that safety topic be first on meeting agenda
- Bring a safety topic to the next WOSH meeting